

STATE OF IDAHO)
COUNTY OF BONNER)
CITY OF PRIEST RIVER)

MINUTES OF THE PRIEST RIVER CITY COUNCIL – 09/07/21

SPECIAL MEETING

OPENING – Mayor Martin called to order the special meeting of the City Council at 5:00 pm on Tuesday, September 7, 2021, at the Priest River Event Center, 5399 Highway 2, Priest River, Idaho.

1. AMENDMENTS TO THE AGENDA

None

2. ROLL CALL

Council Members Present: Council Member Wylie, Council Member Schneider, Council Member Turner, and Council Member Wagner. Absent: None.

Staff Present: Mayor Martin, City Clerk Thomas, Police Chief McLain, Planning & Zoning Administrator Quayle, and Public Works Director Rolicheck.

3. CONSENT AGENDA

A. PREVIOUS MINUTES – CCPH 08/16/21, CCSP 08/31/21

B. PAYABLES

Council Member Turner made a motion to approve the consent agenda. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

4. ANNOUNCEMENTS/APPOINTMENTS

None

5. UPDATES

A. PARKS AND TREE COMMISSION

Council Member Wagner gave an update on the Parks and Tree Commission.

B. LAW ENFORCEMENT

Police Chief McLain gave an update on Law Enforcement.

C. PUBLIC WORKS

Director of Public Works Rolicheck gave an update on Public Works.

D. PROJECT UPDATES

None

E. BUILDING & ZONING

Planning & Zoning Administrator Quayle gave an update on Building & Zoning.

F. ADMINISTRATIVE COMMITTEE

None

6. OLD BUSINESS

A. ABANDONED IRRIGATION CONNECTIONS – LETTERS TO OWNERS

The proposed letters to irrigation connection owners were discussed. This item will be removed from the agenda.

B. SOLID WASTE COLLECTION SERVICES – REQUEST FOR PROPOSAL RESPONSES

The score sheet results were reviewed and discussed. This item was tabled for additional information and review.

C. CONTROL #2021-07-01 – DANCHUK – REQUEST FOR ADA ACCESSIBLE PARKING ON HIGH STREET

Discussion ensued.

Council Member Wagner made a motion to deny the request for an ADA accessible parking spot in front of AJ's Café on High Street. Council Member Turner seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

7. NEW BUSINESS

A. SOMMER – UTILITY EASEMENT AGREEMENT

Planning & Zoning Administrator Quayle explained the Utility Easement Agreement. Discussion ensued.

Council Member Wylie made a motion to approve the utility easement agreement with Richard H. Sommer. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

B. RESOLUTION 21-045 – FY22 UTILITY RATE SCHEDULE

Discussion ensued.

Council Member Turner made a motion to approve Resolution 21-045. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, Council Member Turner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

C. J7 CONTRACTING, INC. – CHANGE ORDER #1 – WATER SYSTEM IMPROVEMENTS PROJECT

Discussion ensued.

Council Member Schneider made a motion to approve Change Order #1 with J7 Contracting, Inc. for the Water System Improvements Project, for a decrease in the contract price of \$14,475.00 and no additional contract days. Council Member Wagner seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Wagner, Council Member Wylie, and Council Member Schneider. NAYS: Council Member Turner. ABSTAINERS: None. ABSENT: None.

D. WELCH COMER – ENGINEER AGREEMENT AMENDMENT #4 – WATER SYSTEM IMPROVEMENTS PROJECT

Discussion ensued.

Council Member Turner made a motion to approve Engineer Amendment #4 to the contract with Welch Comer for the Water System Improvements Project, not to exceed an additional \$11,800.00. Council Member Schneider seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Turner, Council Member Wylie, Council Member Wagner, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

E. WELCH COMER – PROFESSIONAL SERVICES AGREEMENT – WASTEWATER SYSTEM IMPROVEMENTS – WWTP ELECTRICAL IMPROVEMENTS AND LARCH STREET SEWER REHABILITATION

Discussion ensued.

Council Member Wylie made a motion to approve the Master Professional Services Agreement with Welch Comer, for the Wastewater System Improvement Projects, not to exceed \$41,000.00. Council Member Turner seconded the motion. After discussion and consideration, the motion passed unanimously by the following vote: AYES: Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

F. WHITE DIAMOND CONCRETE, LLC – CHANGE ORDER #2 – THIRD STREET AND SH2 PEDESTRIAN RAMP UPGRADE PROJECT

Discussion ensued.

Council Member Wagner made a motion to approve Change Order #2 with White Diamond Concrete, LLC, not to exceed an additional \$11,736.20 and no additional contract days. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

G. WHITE DIAMOND CONCRETE, LLC – PAY REQUEST #2 – THIRD STREET AND SH2 PEDESTRIAN RAMP UPGRADE PROJECT

Discussion ensued.

Council Member Turner made a motion to table Pay Request #2 with White Diamond Concrete, LLC for an additional information. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

H. IDAHO RURAL WATER ASSOCIATION – PROFESSIONAL SERVICES AGREEMENT AMENDMENT #2 – WASTEWATER OPERATIONS SERVICES

Discussion ensued.

Council Member Wylie made a motion to approve the addendum of services #2 with the Idaho Rural Water Association for wastewater operations services. Council Member Turner seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

I. SPOKANE CONSERVATION DISTRICT – MEMORANDUM OF UNDERSTANDING – URBAN FORESTRY SERVICES

Discussion ensued.

Council Member Wylie made a motion to approve the Memorandum of Understanding with the Spokane Conservation District for urban forestry services. Council Member Schneider seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

J. RESOLUTION 21-046 – STATE INVESTMENT POOL TRANSFER OF FUNDS INTO AND FROM THE GENERAL CHECKING ACCOUNT

Discussion ensued.

Council Member Turner made a motion to approve Resolution 21-046. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: **AYES:** Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. **NAYS:** None. **ABSTAINERS:** None. **ABSENT:** None.

K. CONTROL #2021-08-02 – WPOFD – REQUEST TO ESTABLISH A DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE

Larry Larsen from the WPOFD and Anne Wescott from Galena Consulting were present to address the Council about establishing a Development Impact Fee Advisory Committee. Discussion ensued. This item was tabled for additional review and information.

ADJOURN

Council Member Wagner made a motion to adjourn at 6:18 pm. Council Member Wylie seconded the motion. After consideration, the motion passed unanimously by the following vote: AYES: Council Member Turner, Council Member Wagner, Council Member Wylie, and Council Member Schneider. NAYS: None. ABSTAINERS: None. ABSENT: None.

Motion to approve minutes of 09/07/21: _____

Second: _____

SIGNED:

James L Martin
Mayor

ATTEST:

Laurel Thomas, CMC
City Clerk/Treasurer